



**Tuesday, February 28, 2023**

**NOTICE OF SPECIAL SESSION OF THE COCONINO COUNTY BOARD OF SUPERVISORS AND BOARD OF DIRECTORS OF THE COCONINO COUNTY JAIL DISTRICT, COCONINO COUNTY FLOOD CONTROL DISTRICT AND COCONINO COUNTY PUBLIC HEALTH SERVICES DISTRICT**

**PURSUANT TO A.R.S. § 38-431.02**

**CANCELED** – Regular Session at 10:00 a.m.

**2:00 p.m. – Special Session** (*Consent business items and public hearing items to be conducted during Special Session*)

**6:00 p.m. – Special Session continues – Public Hearing**

The Board of Supervisors' meeting will be held via webinar technology using Zoom. To join the webinar, please use the following url: <https://us06web.zoom.us/j/85856461412>  
Or Telephone: Dial 888 788 0099 (Toll Free), Webinar ID: 858 5646 1412.

We encourage you to join via the link above rather than calling in, as it is better quality and will provide you a better opportunity to interact in the meeting. You will be muted as you join the meeting. If you join by the link and would like to speak, notify the moderator by clicking on the hand (raise your hand). Any person may email a question or comment regarding items on the agenda or for public comment to:

[boardcomments@coconino.az.gov](mailto:boardcomments@coconino.az.gov). Please include your full name with the comment.

The Board may change the order of the agenda at the time of convening the meeting or at any time during the meeting. Members of the Board of Supervisors will attend the meeting virtually or by telephone. Work sessions and regular meetings are open to the public. Persons with a disability may request a reasonable accommodation by contacting the Clerk of the Board of Supervisors Office at 928-679-7145. Requests should be made as early as possible to allow time to arrange the accommodation.

**Notice of Option to Recess in Executive Session**

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Board of Supervisors and to the general public that, at this meeting, the Board of Supervisors may vote to recess into

Executive Session, which will not be open to the public, with the County’s attorneys for legal advice and discussion on any item listed on the following agenda, pursuant to A.R.S. § 38-431.03 (A) (3).

**Call to the Public for items not on the Agenda**

After the pledge of allegiance, the Chairman will call on members of the public to speak on any item or area of concern not listed on the agenda. Items presented during the Call to the Public portion of the Agenda cannot be acted on by the Board of Supervisors. Individual Supervisors may ask questions of the public, but are prohibited by the Open Meeting law from discussing or considering the item among themselves until the item is officially placed on the Agenda. Individuals are limited in their presentations.

**Consent Agenda**

All matters under Consent Agenda are considered by the Board of Supervisors to be routine and will be enacted by a single motion. If discussion is desired on any particular consent item, that item will be removed from the consent agenda and will be considered separately.

**Speaking During a Public Hearing**

After staff and applicant presentations for specific public hearing items, the Chairman will open the public hearing and ask for comments from the public.

**2:00 p.m. – Special Session**

**Call to Order:**

**Pledge of Allegiance:**

**Call to the Public:**

**Board of Supervisors Consent Agenda:**

1. Consideration and possible action to approve the minutes from the Board of Supervisors meeting conducted January 24, 2023.
2. Consideration and possible action to ratify and/or approve warrants, electronic fund transfers, and other payments as listed on the agenda. An itemized list of the below-numbered claims is filed in the official records of the Coconino County Board of Supervisors.

<u>Run Date</u>	<u>Warrant Numbers</u>	<u>Computer Register Totals</u>
02/02/2023	EFT – 18484 – 18548	\$338,219.84
02/02/2023	Check – 93203083 – 93203173	\$418,254.60
02/09/2023	EFT – 18552 – 18650	\$2,082,362.11
02/09/2023	Check – 93203176 – 93203279	\$709,969.28

02/17/2023	EFT – 18651 – 18681	\$1,046,350.76
02/17/2023	Checks – 93203280 – 93203342	\$241,362.93

3. Consideration and possible action to appoint Carol Covington to the Mountain Line Transit Advisory Committee as a member for a three-year term to expire on February 28, 2026. **Board of Supervisors**
4. Consideration and possible action to re-appoint William Auberle and Whitney Cunningham to the Coconino County Industrial Development Authority, each for a six-year term to end on November 15, 2028. **Board of Supervisors**
5. Consideration and possible action to re-appoint William Auberle to the Coconino Pollution Control Board of Directors for a 6-year term ending November 15, 2028. **Board of Supervisors**
6. Consideration and possible action to approve the funding agreement with Sunnyside Neighborhood Association of Flagstaff Inc., in which \$2,500 from District 1 community initiative funds will be provided and \$7,500 from District 2 community initiative funds will be provided, for a total of \$10,000 to the Sunnyside Neighborhood Association of Flagstaff Inc., for renovations to the community kitchen. **Board of Supervisors**
7. Consideration and possible action to approve Resolution 2023-06, approving the final plat for the Tall Tales Ranch subdivision, with property located on Tall Tales Ranch Road one mile west of the N Cosnino Road interchange on Interstate 40 and is also identified as Assessor’s Parcel Number 117-01-001C; applicant is Ian Braun of Civil Engineering and Design, Flagstaff, and the owner is 7486 Star House, LLC, Flagstaff, Arizona. **Community Development**
8. Consideration and possible action to approve the appointment of Amy Criddle, as Justice of the Peace Pro Tempore, from March 3, 2023 through June 30, 2023, on a full-time basis. **Courts**
9. Consideration and possible action to approve Resolution 2023-08, declaring a local emergency covering the winter storm response from Tuesday, February 21, 2023 through Monday, February 27, 2023, and ratifying any emergency actions taken by County management and staff during the local emergency. **Emergency Management**
10. Consideration and possible action to approve and accept the Federal Fiscal Year 2022 State Homeland Security Grant Program (SHSGP), 2022 North Region Training and Exercise, pass-through award from Navajo County, in the amount of \$10,000, for training and exercise travel expenses. **Emergency Management**
11. Consideration and possible action to accept the Federal Fiscal Year 2022 Emergency Management Performance Grant (EMPG) award agreement in the amount of \$376,974.50 with a County general fund match of \$376,974.50 for a total of \$753,948. **Emergency Management**

12. Consideration and possible action to approve Independent Contractor Agreement Amendment number Two (2) between Wildfire, formerly Arizona Community Action Association (Contract No. 07012022-23) and Coconino County Health and Human Services for FY23 for a budgeted redistribution amendment. **Health and Human Services**
13. Consideration and possible action to approve a budget amendment in the amount of \$120,000.00 for the Self-Insured Trust Fund 1003. **Human Resources**
14. Consideration and possible action to approve a contract amendment for temporary staffing services with Performance Strategies, Inc., to modify the rates and extend the term to December 31, 2023. **Human Resources**
15. Consideration and possible action to approve the Fourth Amendment of an agreement with Alamo Fence Company, Inc., to extend the term of the agreement through January 31, 2024 for on-call fencing services on County projects that shall not exceed \$100,000.00 per project. **Public Works**
16. Consideration and possible action to approve the Fourth Amendment of an agreement with Buffalo Fence and Barn Company, Inc., to extend the term of the agreement through January 31, 2024 for on-call fencing services to the County for projects up to \$100,000.00. **Public Works**
17. Consideration and possible action to approve the Sheriff's Office applying for the Arizona Department of Emergency & Military Affairs, Division of Emergency Management Anti-Human Trafficking Grant Fund to combat human trafficking by identification of victims using stationary license plate reader cameras in investigations in the amount of \$500,000. **Sheriff's Office**
18. Consideration and possible action to approve an Intergovernmental Agreement (IGA) with the Flagstaff Police Department/City of Flagstaff, the Coconino County Sheriff's Office/Coconino County, and Northern Arizona University Police Department/Northern Arizona University, to reconfigure the roles and responsibilities with respect to joint access servers and joint access databases of Criminal Justice Information System (CJIS), for a 5-year term. **Sheriff's Office**
19. Consideration and possible action to approve an Independent Contractor Agreement with TerraBIRDS, for the purpose of providing instructional support and project leadership in the area of early childhood garden education, in the amount of \$205,997.42 for a two-year period beginning February 28, 2023 through September 30, 2024 (Yr 1=\$97,931.50; Yr 2=\$108,065.92), services will be funded through the Arizona Department of Education Elementary and Secondary School Emergency Relief Fund (ESSER) Capacity Projects: the Recovering Education Through Contextualizing Math and Science Learning Capacity Building that was approved by the Board of Supervisors on 11/15/22 and the Arizona Community Foundation (ACF) Teaching Environmental Education Through Gardening in Early Childhood approved on 10/11/22. **Superintendent of Schools**

*The Board will resolve as the Flood Control District Board of Directors.*

**Flood Control District Consent Agenda:**

20. Consideration and possible action to approve the Fourth Amendment of an agreement with Alamo Fence Company, Inc., for a term of February 1, 2023 through January 31, 2024, for on-call fencing services to the Coconino County Flood Control District, for projects up to \$100,000.00. **Flood Control District**
21. Consideration and possible action to approve the Fourth Amendment of an agreement with Buffalo Fence and Barn Company, Inc., for a term of February 1, 2023 through January 31, 2024, for on-call fencing services to the Coconino County Flood Control District, for projects up to \$100,000.00. **Flood Control District**

*The Board will resolve as the Public Health Services District Board of Directors.*

**Public Health Services District Consent Agenda:**

22. Consideration and possible action to approve Amendment 2 to Contract CTR057313, COVID -19 ELC Funding for K-12 School Reopening, between the Arizona Department of Health Services (ADHS) and Coconino County Health and Human Services (CCHHS) acting as the Health District, to extend the contract through July 31, 2023. Consideration and possible action to approve a budget amendment for the Covid ELC Funding for K-12 project Fund 1328 in the amount of \$482,239.41 for fiscal year 23. **Health District**
23. Consideration and possible action to approve 2 FTE Community Resource Specialists for the ELC COVID-19 Health Disparities Program for FY23 from temporary FTEs. **Health District**
24. Consideration and possible action to approve Amendment 2 to Contract CTR056163, COVID -19 Expansion Project, between the Arizona Department of Health Services (ADHS) and Coconino County Health and Human Services (CCHHS), acting as the Health District, for a contract extension through July 31, 2024. **Health District**
25. Consideration and possible action to approve a budget amendment for the Public Health Emergency Preparedness (PHEP) Zika grant in the amount of \$22,171 for FY23. **Health District**

*The Board will resolve as the Jail District Board of Directors*

### **Jail District Consent Agenda:**

26. Consideration and possible action to approve Amendment 3 to the Independent Contract with US Corrections, LLC, which increases the maximum contract amount to provide extradition services, for an estimated annual amount not to exceed \$285,000 in FY23, and approve an associated budget adjustment in the amount of \$100,000. **Jail District**

*The Board will resolve as the Board of Supervisors.*

### **Public Hearings:**

27. Public Hearing, consideration, and possible recommendation to the Arizona Department of Liquor Licenses and Control regarding a new liquor license application (#218975) for a Series 010 (Beer and Wine Store), for Meteor Crater RV Park, located at 140 Meteor Crater Road, Winslow, AZ 86047; Agent Matthew Anthony Kent. **Board of Supervisors**
28. Public Hearing, consideration, and possible recommendation to the Arizona Department of Liquor Licenses and Control regarding a new liquor license application (#216625) for a Series 012 (Restaurant), for Meteor Crater Mining Company, located at Interstate 40, exit 233, Winslow, AZ, 86047; Agent Matthew Anthony Kent. **Board of Supervisors**
29. Public Hearing, consideration, and possible recommendation to the Arizona Department of Liquor Licenses and Control regarding a Sampling Privilege Application for an existing liquor license (#09030047), for Hwy 89 Chevron, located at 11230 N Hwy 89, Flagstaff, AZ, 86004; Agent Shrinidhi Kalanidhi Goswami. **Board of Supervisors**
30. Public hearing, consideration and possible adoption of Resolution 2023-07, adopting select new and revised user fees for the departments of Community Development and Facilities, to be effective March 1, 2023 and adopting select new and revised user fees for Health and Human Services effective July 1, 2023. **Finance**

### **Action Items:**

*The Board will resolve as the Flood Control District Board of Directors.*

31. Consideration and possible action to approve a Good Neighbor Agreement (GNA) with the U.S. Forest Service, which grants to the Flood Control District the funding of \$42,348,401 and approval to construct a set of watershed restoration projects on Forest Service land below the Pipeline Fire burn scar and authorizing the Flood Control District Administrator to sign the agreement. There is no match required of the Flood Control District, however the District will be required to cover any costs in excess of the committed amount. **Flood Control District**

32. Consideration and possible action to approve and accept an award in the amount of \$9,545,675.00, from the Natural Resources Conservation Service (NRCS) for an Emergency Watershed Protection Program (EWPP) grant, to engineer and construct flood mitigation measures in the Wupatki Trails and Brandis Way Flood Corridors, with a District match of \$2,111,875.00; authorize the Flood Control District Administrator to sign the agreement on behalf of the Flood Control District. **Flood Control District**

*The Board will resolve as the Board of Supervisors.*

33. Consideration and possible action to approve a new five year Inspection Service Agreement (ISA) with the Arizona Department of Housing (ADOH) for plan review and inspection services for manufactured homes and modular buildings. **Community Development**
34. Consideration and possible action to approve the revisions to the Purchasing, Capital Asset, and Revenue Policies. **Finance**

**Discussion Item:**

35. Presentation and discussion regarding Fiscal Year 2024 Budget Building Blocks: Economic Update with Alan Maguire. **Finance**

**6:00 p.m. – Special Session continues – Public Hearing**

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**Speaking During a Public Hearing**

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**Call to Order:**

**Pledge of Allegiance:**

**Call to the Public:**

**Public Hearing:**

- 36. Public hearing, consideration and possible action to approve Ordinance 2023-04, approving the Short Term Rental Ordinance. **Community Development**

**Adjourn:**

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at the Coconino County Administration Building, 219 East Cherry Avenue, Flagstaff, Arizona, on this Date: \_\_\_\_\_ at \_\_\_\_\_ am / pm (circle one) in accordance with the statement filed by the Coconino County Board of Supervisors with the Clerk of the Board. Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Lindsay Daley, Clerk of the Board